


REQUEST FOR QUOTATION
19H08023K0966
THE EMBASSY OF THE UNITED STATES
OF AMERICA REQUIRES A

Company: _____

To provide the following:

No.	Description	Reference Image	Unit of Measure	Qty	Unit Price	Total Price
1	Brand name or equal to Dell Optiplex 7000 SFF DT SPA Ci7-12700 8GB 1 TB Win 10 Pro (Include Win 11 Pro) 3 Yrs Prosupport + monitor led dell 19.5" widescreen 1600x900 vga display port black+ups centra 800va led 120v/400w, 8 exits: 4 backup 4 suppresor black (Marca igual o similar a Dell Optiplex 7000 SFF DT SPA Ci7-12700 8GB 1 TB Win 10 Pro (Inclue Win 11 Pro) 3 Yrs Prosupport + monitor led dell 19.5" widescreen 1600x900 vga display port negro+ups centra 800va led 120v/400w 8 salidas 4 respaldo 4 supresores negro) <i>*Picture as reference only (Fotografia como referencia solamente)</i>		EA- each	17		
2	Delivery to Comayagua (Flete a Comayagua)		Lot	1		
TOTAL OFFER						

1. REQUIREMENTS

- 1.1. Supplies and Pricing: The Contractor shall provide to the U.S. Government new equipment in strict compliance with the specifications at the agreed upon firm fixed price. In the event of non-compliance with the specifications, the U.S. Government reserves the right to demand correction(s) or reject this requirement in its entirety. Additionally, the Contractor shall deliver the items to the location set forth in Section 3, Delivery and Installation Address, of this RFQ. The firm fixed price shall include the items, pre-delivery inspection, certificates of origin, one-year

warranty certificates and any other documentation mandated by the destination country. Manuals, if applicable, shall be furnished in English and Spanish.

No additional sums will be payable on account of any escalation in the cost of materials, equipment or labor, or because of the Contractor's failure to properly estimate or accurately predict these prices or difficulty of achieving the results required by this contract. Nor will the contract price be adjusted on account of fluctuations in the currency exchange rates.

1.2. Required Delivery: Ten (10) calendar days after receipt of award. If an export license is required, delivery shall be fifteen (15) days after receipt of export license, and export license application shall be accomplished expeditiously after award.

1.3. Warranty: One-year warranty that should cover any defect or deficiency that may occur during normal use. The contractor should provide phone or email for technical support during warranty period to resolve questions related to the operation of the equipment. A written warranty should be provided.

2. SHIPPING - FOB DESTINATION

The Contractor shall consolidate the entire shipment to prevent loss and misdirection. Any lost or damaged items during shipment shall be replaced by the contractor upon notification.

The items being acquired will be donated to the government of the ultimate destination, from INL-HONDURAS to the Honduran National Police. The contractor shall ensure that all items are prepared for safe shipment and include all necessary export approvals, required material data safety sheet, licenses, and paperwork. One copy of the packing list and commercial invoice must accompany the shipment, attached to the outside of the "lead" or number one box/carton/package, or individually attached to the outside of each box/carton/package.

Include a copy of the packing list with original invoice to the Contracting Officer that will provide advance information for Customs clearance purposes. **Partial shipments are not allowed.**

This is a door-to-door delivery, in the exact address in Comayagua, Honduras that will be provided to the selected vendor.

3. DELIVERY AND INSTALLATION ADDRESS

The contractor is responsible for ensuring delivery of goods to the following address:

Delivery and Installation Address: *Exact address will be provided to the selected vendor once the request is awarded.*

Comayagua, Honduras
19H08023K0966
ATTN: Marcela Romero / INL
Email: romeromx@state.gov

All boxes shall be marked with the contract award No. 19H08023K0630 with clear visibility as below:

US Embassy Honduras
19H08023K0966
ATTN. Marcela Romero

Consignee Address:

Consignee: Embajada Americana
Col. San Carlos, Avenida La Paz
Numero de casa #2629
RTN 08019999408358
Tegucigalpa M.D.C., Honduras
PO No. 19H08023K0966

4. CUSTOMS CLEARANCE AND TAX EXEMPTION

The Contractor shall comply with license requirements of the Commerce Control List and any Export Administrative Regulations (EAR), which may apply.

DAP Terms: US Embassy Honduras will support with customs clearance but not storage fees. Contractor needs to send correct paperwork (Consignee to: US Embassy Honduras, Invoices, packing list, description, item country origin, among others beforehand) and be expedite when information is required to avoid any delays and generate storage fees. Delays or Storage fees due to any wrong documentation from vendor will NOT be paid.

The contractor must include and arrange all local, port handling and other fees associated with delivery to the destination. *This is a door-to-door delivery.*

5. INSPECTION AND ACCEPTANCE

The inspection and acceptance of the equipment shall be performed by the U.S. Government upon their arrival in Tegucigalpa, Honduras.

The payment(s) to the Contractor shall be made following satisfactory inspection and acceptance of products by the Office of INL in Tegucigalpa. All equipment delivered shall conform exactly to the standard described in the technical specification sheet of the selected offer.

If the items or some item does not fulfill requested technical specifications, INL shall return the items to vendor with no cost to INL Honduras. The vendor shall evaluate and replace returned items with no transportation cost to INL.

The designated representative of the US Embassy in Honduras will be responsible for carrying out at least the following checks of the required elements:

- i. Quantities
- ii. Compliance with the offered technical specifications

- iii. Correct operation/installation of the required elements

6. EVALUATION FACTORS FOR OFFERORS

- a. The U.S. Government intends to evaluate this requirement based on the lowest price technically acceptable (LPTA). NOTE: Offerors shall include specific details that show compliance with the description/technical specifications of the items requested and delivery dates in their responses to this RFQ. All pricing shall reflect Lempiras.
- b. Company Documents: Please include the following documents (all documents should be up to date):
- Company License / SAM Number
 - Company RTN
 - Company address and telephone Number
 - Contact Name, telephone number and email address.
- c. Delivery Terms: The vendor is responsible for the delivery and installation of all items listed above under this Request of Quotation (brand name or equal) in the stated shipping address.
- d. Offers/ Quotes: Complete pricing section in Lempiras (L). Offers should have a validity period of 90 days from the closing date of this solicitation.

New equipment ONLY, NO grey market or refurbished products. Items must be in original packaging, never used, and not altered in any way. Components of the requested equipment, to include memory, must be manufacturer-approved and may not be compatible, remanufactured, or refurbished equipment. All items must be covered by manufacturer's warranty and procured through a manufacturer approved distribution channel. Sellers must be able to document their ability to provide items through manufacturer approved distribution channels upon request.

NOTE:

52.225-17.1 Evaluation of Foreign Currency Offers (FEB 2000). If the Government receives offers in more than one currency, the Government will evaluate offers by converting the foreign currency to United States currency using the exchange rate used by the Embassy in effect as follows:

- a. For acquisitions conducted using sealed bidding procedures, on the date of bid opening.*
- b. For acquisitions conducted using negotiation procedures—*
 - 1. On the date specified for receipt of offers, if award is based on initial offers; otherwise.*
 - 2. On the date specified for receipt of proposal revisions.*

- e. Tax Exempted: Offers should not include tax (process must be tax exempted)
- f. Payment: Payment will be through **Government Purchase Credit Card**. Payment will be processed

once the warehouse clerk and requester have confirmed as complete the delivered items.

- g. Technical support: Preferably an accredited representative should exist in Honduras in case replacements, supplies, accessories, and spare parts are required.

7. BASIS OF AWARD

- a) Award from this solicitation will be made on an “**All or None**” basis.
- b) Award will be made to the lowest priced, technically acceptable, responsible quoter.
- c) The Government reserves the right to reject quotations that are incomplete, non-compliant with the terms of this solicitation, or that are unreasonably high in price.

Your offer must be submitted no later than **Tuesday, September 11, 2023 at 12:00 p.m. (Tegucigalpa, Honduras Time)** via e- mail to sosaax@state.gov. After time offers, will not be taken in consideration.

If there are any questions regarding this Request for Quotation, please contact Ada Sosa, Program Assistant, email: sosaax@state.gov

August 23, 2023

Contact information: _____

Signature: _____

Date signed: _____

PLEASE FILL PRICES, TOTAL, AND SIGN. THIS REQUEST OF QUOTATION SHOWS YOUR PROOF OF READING, UNDERSTANDING AND ACCEPTANCE OF THE BID.

YOU MAY ATTACH YOUR QUOTE AS WELL IN COMPANY LETTERHEAD.